

**Clinton Township Sewerage Authority**  
**Meeting Minutes—January 8, 2015**

Vice-Chairman Michael McCue called the meeting to order at 6:30 p.m. Members present were Katrin Glode-Sethna and Steven Krommenhoek. Also present were C. Gregory Watts, Attorney, John Rolak, Engineer, William Colantano, Auditor, Jim Huntington, Collection Systems Operator and Meliss Paulus, Administrator. Vice-Chairman McCue stated that adequate public notice had been provided in accordance with the Open Public Meetings Act.

Mr. Brian Mullay, Clinton Township Councilman, was in attendance this evening. He has been appointed liaison to the Authority. Everyone welcomed him.

**Minutes**

December 4, 2014 – Open and Closed Sessions

A motion was made by Steven Krommenhoek and seconded by Katrin Glode-Sethna to approve the open and closed session minutes of the December 4, 2014 meeting. There being no further discussion, the roll was called.

Peter Geiger	Absent
Michael McCue	Yes
Edward Schneider	Absent
Katrin Glode-Sethna	Yes
John Lazarus	Absent
Steven Krommenhoek	Yes

**2015 Budget**

Mr. Colantano previously presented the 2015 budget. The State of New Jersey has approved it now the website has been updated with the required information. Katrin Glode-Sethna moved and Steven Krommenhoek seconded a motion to adopt the 2015 Budget as prepared by Mr. Colantano. There being no further discussion, the roll was called.

**Resolution #1-2015**

Peter Geiger	Absent
Michael McCue	Yes
Edward Schneider	Absent
Katrin Glode-Sethna	Yes
John Lazarus	Absent
Steven Krommenhoek	Yes

**Rate Hearing**

Vice-Chairman McCue called the CTSA Rate Hearing to order at 6:33 p.m. Mr. Colantano presented the 2015 User Rates at \$480.00 per year per equivalent dwelling unit

based on the 2015 budget adopted by the Authority and approved by the State of New Jersey. The connection fee for 2015 will increase from \$2,467.16 per unit to \$2,560.83. This is based on the calculation of the total capital cost and debt service accumulated divided by the number of users at the end of the year. Let the record show there was no one from the public present. Michael McCue moved and Katrin Glode-Sethna seconded a motion to approve the 2015 user rate at \$480.00 per year for each EDU. There being no further discussion, the roll was called.

Resolution #2-2015

Peter Geiger	Absent
Michael McCue	Yes
Edward Schneider	Absent
Katrin Glode-Sethna	Yes
John Lazarus	Absent
Steven Krommenhoek	Yes

Michael McCue moved and Katrin Glode-Sethna seconded a motion to approve the 2015 connection fee at \$2,560.83 per EDU. There being no further discussion, the roll was called.

Resolution #3-2015

Peter Geiger	Absent
Michael McCue	Yes
Edward Schneider	Absent
Katrin Glode-Sethna	Yes
John Lazarus	Absent
Steven Krommenhoek	Yes

The Authority previously discussed establishing a base user fee for reserved capacity. This is calculated using debt service. Mr. Colantano will calculate this rate. The rate hearing was concluded at 6:36 p.m.

**Old Business/Current Business**

The Mews

The acquisition agreement still has not been signed. Mr. Watts called the property owner's attorney and has not received a response yet.

Capacity Requests

Mr. Michael Fahey was present on behalf of 9 Main St. Mr. Walter Wilson submitted a request for an additional two units of capacity. Meuer Development is seeking a modification to the previously approved site plan to allow the conversion of nine units from commercial use to residential use. The residential units will increase from 17 units to 26 units. As a result of the modification request the present allocation of 19 EDUs (5,700 gpd) will require an additional 2 EDUs (586 gpd) for a total of 21 EDUs (6,286 gpd). Mr. Rolak inquired to the status of the spa. Mr. Fahey indicated the spa is

no longer in the plan. Mr. Watts indicated this will require a revised reservation agreement and connection fees for an additional 2 EDUs. Michael McCue moved and Katrin Glode-Sethna seconded a motion to approve the request of 2 additional EDUs for the development of 9 Main St, Meurer Development, for the increase in residential units. There being no further discussion, the roll was called.

#### Resolution #4-2015

Peter Geiger	Absent
Michael McCue	Yes
Edward Schneider	Absent
Katrin Glode-Sethna	Yes
John Lazarus	Absent
Steven Krommenhoek	Yes

#### Capital Budget Plan

Mr. Rolak reported the pre-construction meeting for Stem pump station is scheduled for Wednesday at 10 a.m. He received verbal approval from Mike Wright, who requested a copy of signed sealed plans. Mr. Rolak had sent the plans back in December and someone had signed for them but Mr. Wright had not received them. Mr. Rolak may have to re-send them.

#### NHHS

It is preferred to purchase a propane tank for the generator. Mr. Huntington will be contacting Amerigas to set-up the delivery of propane as soon as a tank is on-site. A discussion ensued regarding the continuing infiltration problem. Mr. Mullay will forward the contact person for the school to Mr. Huntington.

#### Treatment Cost Analysis

Mr. Cushing, Attorney for the Town of Clinton submitted a letter to Mr. Tunis requesting payment of the escrowed funds held for the disputed charges. Mr. Tunis responded by requesting information regarding the Utility's operating budget, an accounting of the Utility's charges year-to-date, including a running balance of its reserve account and any additional information that indicates the financial difficulties referred to in Mr. Cushing's letter. Mr. Watts reported the answers on behalf of the Town of Clinton are due by January 20th. Mr. Watts and Mr. Colantano have prepared discovery interrogatories.

#### Preventative Maintenance Program – BB

Mr. Rolak sent three RFPs for the repairs for Phase II in Beaver Brook. National Water Main and Oswald Enterprises submitted proposals, \$15,800 and \$10,500 respectively. Mr. Rolak recommended the Authority accept the proposal of \$10,500 submitted by Oswald Enterprises. Michael McCue moved and Katrin Glode-Sethna seconded a motion to accept the proposal of \$10,500 for the repairs at Beaver Brook Phase II as submitted by Oswald Enterprises. There being no further discussion, the roll was called.

## Resolution #5-2015

Peter Geiger	Absent
Michael McCue	Yes
Edward Schneider	Absent
Katrin Glode-Sethna	Yes
John Lazarus	Absent
Steven Krommenhoek	Yes

### Oak Knolls-Hamden Rd.

Mr. Watts reported the Authority received the settlement payment of \$305,000 from Henkels & McCoy's insurance company and received a Notice of Dismissal. A press release was sent to the Hunterdon County Democrat newspaper.

### New Business

#### Operator's Report

Mr. Huntington provided a report. The DOT pump station design site visit was performed. It is near completion. Contact was made with a representative of the Ingersoll Rand property regarding the concern of dead trees by the Beaver Brook II pump station. The trees will be removed by January 15<sup>th</sup>. NSU operator, Jim Bauer and Russell Reid responded to another blockage at Beaver Brook III. Mr. Paul Klitsch, ToC treatment plant superintendent, responded to Mr. Huntington's request regarding the flow meter at BB III. The sewer committee has no objection to alternative flow measurement options and requested any recommendation for alterations be submitted to the Town for engineering and Committee review prior to any changes. Mr. Huntington submitted his recommendation for the Authority and Mr. Rolak to review. The manholes in Beaver Brook were located and a report was provided. Alarms received and responded to include a power failure at Stem pump station. GFIC outlet was tripping. This was relocated and the GFIC outlet was replaced. The transducer at BB II was cleaned after a PLC malfunction alarm. Cryan's Tavern pump clogged due to grease and rags. This was cleaned again. The owner of Cryan's was informed that a bill for the cleaning would be sent to them as this was just unclogged in June. The owner was requested to submit copies of grease trap cleanings. A letter will be sent to them requiring grease trap cleaning reports be submitted with their quarterly payments.

### Executive Session

There was no need to enter into executive session.

#### Vouchers

Michael McCue moved and Katrin Glode-Sethna seconded a motion to approve all vouchers in the Control Register and Check Register. There being no further discussion, the roll was called.

Peter Geiger	Absent
Michael McCue	Yes

Edward Schneider	Absent
Katrin Glode-Sethna	Yes
John Lazarus	Absent
Steven Krommenhoek	Yes

There being no further business to discuss, Katrin Glode-Sethna moved and Steven Krommenhoek seconded a motion to adjourn. The motion passed unanimously to adjourn the meeting at 7:25 p.m.

ATTEST:

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Meliss Paulus, Administrator

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Michael McCue, Vice-Chairman